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27 APR 1973

MEMORANDUM FOR: Deputy Director for Intelligence
Deputy Director for Management and Services
Deputy Director for Operations
Deputy Director for Science and Technology

SUBJECT: Consolidation of Computer Operations

REFERENCE: Memo dtd 2 March 73 to ES/CIA Mgmt Cte
fr C/IPBoard, same subject

1. On 20 March 1973, the CIA Management Committee discussed and the Director approved: (a) the consolidation of OEL's ELINT Analysis, Analog Production, [REDACTED] processing laboratories in the present CRS computer room; (b) the consolidation of the CRS and OJCS computer workloads in OJCS. In addition, the Director endorsed in principle future consolidation of the ISD/DD/O computer activity in the centralized OJCS facility.

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2. To achieve the first two consolidations:

a. OEL will consolidate its three Headquarters signal processing laboratories in Room GD 62 after that room is vacated by CRS.

b. OJCS, with priority assistance from CRS, will consolidate the CRS and OJCS workloads in OJCS, modifying procedures, computer equipments, and other facilities in OJCS as necessary.

3. In order to carry out the above consolidations:

a. Director of OEL will submit a plan for consolidation of the three Headquarters processing laboratories, covering particularly the impacts of such consolidation on OEL staffing and future equipment configurations.

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b. Director of OJCS will establish an implementing task team to plan and oversee the orderly transfer to OJCS of the CRS computer workload over the next several months, with backup assistance from ISD/DD/O. Appropriate personnel from OJCS, CRS, ISD, OC, OL, and OS will be named to this implementing task team.

c. Director of Personnel will appoint a Personnel Officer to oversee and coordinate changes in personnel assignments resulting from the CRS-OJCS consolidation and to serve as a point of contact and counsel for all employees affected by this consolidation. This officer and the Directors of OJCS and CRS will be mutually supportive in handling such changes. The personnel changes stemming from the consolidation will be submitted for DD/M&S review and approval, with any appeals submitted to the Executive Secretary, if required.

d. CRS will cancel the lease of its present or planned computing equipment as such equipment becomes surplus to Agency needs with the transfer of the CRS workload to the OJCS center.

e. CRS, ISD, OC, OL, and OS will provide full support to the Director of OJCS and to the Director of OEL, as appropriate, for accomplishing these consolidations expeditiously and with a minimum of disruption.

f. Chairman, Information Processing Board will act for the DD/M&S and will provide continuing guidance and overview in the implementation of these consolidation actions, make recommendations on such unresolved issues as the organizational locus of Applications Programmers supporting the DD/I, and provide monthly progress reports on the consolidation of CRS-OJCS computer operations to the DD/M&S.

/s/ W. E. Colby

W. E. Colby
Executive Secretary
CIA Management Committee

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